

8 SEP 1978

MEMORANDUM FOR: Director of Central Intelligence

VIA: Deputy Director for Administration

FROM: Robert W. Gambino  
Director of Security

SUBJECT: Classified Material Checks by  
Federal Protective Officers

1. Action Requested: None; for your information only.
2. Background: This Office is prepared to inaugurate a 24-hour exit check by Federal Protective Officers (FPOs) of all personnel exiting Agency buildings who are carrying briefcases, parcels, handbags, or any other container in which classified material could be transported.

In the course of planning for these checks we have had discussions with various Agency components and have adopted many of the procedural refinements which they have suggested. Throughout these discussions we have stressed the fact that, while optimal control of classified material is our primary objective, we must not inhibit the efficiency of the day-to-day operations of this Agency.

Under the proposed procedures the only exceptions to FPO inspection will be individuals who are officially documented as Agency couriers; selected individuals who are designated by the head of each component and who are documented as Agency Document Control Officers; individuals who can provide the FPO with a serial numbered, one-time pass signed by an appropriate Document Control Officer; official liaison officers from other government agencies who display a distinctively marked badge; NFIB representatives; and Intelligence Community members attending conferences at the Community Headquarters Building whose clearances have been formally certified.

OS 8 2482

The FPO supervisors have been briefed and given written instructions. Appropriate GSA officials have been informed of the program and have given it their unqualified support.

The Office of General Counsel has reviewed our proposed procedures and have raised no legal barriers to putting them into effect other than stipulating that a notice be placed at each entrance telling everyone who enters that they will be subject to a check upon exiting. These notices have been prepared and are currently in place at each entrance.

Initially, we plan to have a relatively heavy involvement of Security personnel in support of the FPOs who will act as on-the-spot problem solvers.

3. Staff Position: It is readily apparent that these procedures will not be 100% effective. They will, however, introduce a much needed extra increment of discipline into our document control procedures.

We are prepared to implement the 24-hour FPO check on 11 September 1978 or such other date as you may deem appropriate.



Robert W. Gambino

STATINTL

Distribution:

Orig - Adse  
1 - ER  
1 - DDCI  
① - DD/A

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ROUTING AND RECORD SHEET

SUBJECT: (Optional)
 

Classified Material Checks by Federal Protective Officers

DD/A 78-3296/6

FROM:
 

Robert W. Gambino  
Director of Security

EXTENSION

NO.

78-3296/6

STATINTL

DATE

8 SEP 1978

STATINT

TO: (Officer designation, room number, and building)
 

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.	DD/A 7D-26	8 SEP 1978		
2.				
3.	DDCI			
4.				
5.	DCI			
6.				
7.				
8.				
9.				

"To 5  
 "Stan  
 "Before your departure for Europe, we agreed to re-visit this matter soon after your return.  
 "There is not among your senior subordinates unanimity of opinion on this issue. Accordingly I suggest you raise it for discussion at a 9 A.M. meeting.  
 "I support the procedure. /s/Jack Blake"

DDA:JFBBlake:kmg (8 Sep 78)  
 Distribution:  
 Orig RS - DCI 1 - DDCI 1 - ER  
 1 - DDA Subj 1 - DDA Chronol-JFB Chrono  
 Att: Memo dtd 8 Sep 78 to DCI via DDA fr D/Sec,  
 subj: Classified Material Checks by FPOs  
 (DDA 78-3296/6)